

MEETING MINUTES

MILPITAS COMMUNITY ADVISORY COMMISSION Milpitas City Hall, Committee Meeting Room Wednesday, October 4, 2017

- I. **Call to Order & Roll Call** Chair Mohsin called the meeting to order at 7:00 PM
Present: Chair Mohsin, Vice Chair Batilo, Commissioners Bilbao, Kathapurkar, Leon, Manassau, Rosario, Sharma, Truong

Alternate Commissioners Present: Gandhi, Lee

Absent: Chen
Vice Chair Batilo was absent at roll call
- II. **Seating of Alternates** – Lee
- III. **Pledge of Allegiance** – Chair Mohsin led the Pledge of Allegiance
- IV. **Approval of Agenda** – Commissioner Leon motioned, and Commissioner Truong seconded, for approval of the agenda. Motion carried unanimously.
- V. **Approval of Minutes – Minutes of September 6, 2017** – Commissioner Bilbao motioned, and Commissioner Rosario seconded, for approval of the meeting minutes. Motion carried unanimously.
- VI. **Public Forum** – No speakers
- VII. **Announcements** – Staff Liaison Tim Wong said the city will be hosting its first annual Oktoberfest on October 7 from 11:00 am – 4:00 pm in the Civic Center Plaza.
- VIII. **Liaison Report** – Vice Mayor Grilli was not present
- IX. **Business Items**

A. Make A Difference Day

Vice Chair Batilo said Parks and Recreation is allowing the commission to participate in their event on Saturday, October 28 at Cardoza Park. The commission will have a booth at the event. The CAC will pass out candy and other items. Several commissioners signed up to volunteer.

B. Neighborhood Beautification Awards

Mr. Wong said there were four submitted nominations and three nominations will receive Neighborhood Beautification Awards. Because of the small number of nominations, the subcommittee chose not to view the nominations. The awards will be presented to City Council on October 17.

The subcommittee will discuss ways to increase participation and return to the full commission in February with recommendations.

C. Annual Work Plan

Commissioner Leon said the work plan shows the Town Hall meeting in September but it will take place on January 20, 2018. The 2018 work plan will be revised to show the Town Hall meeting to be held in January. The Town Hall subcommittee will update the commission at the next meeting with plans for the event in January.

D. CAC Budget

Chair Mohsin said there are approximately 200 shopping bags remaining that can be used as giveaways. He suggested purchasing portable USB car chargers that plug into a vehicle cigarette lighter and cost approximately 1.63 each.

Commissioner Lee motioned, and Commissioner Leon seconded, to purchase \$50 gift certificates for the NBO nominees. Motion carried unanimously

A budget subcommittee was formed consisting of members Leon, Lee, Gandhi, and Kathapurkar as an alternate to look at potential budget items. Commissioner Leon requested that commissioners send him their suggestions for expenditures, with estimated costs, for the subcommittee's consideration.

E. General Plan Advisory Commission Report

Commissioners Leon and Truong provided an update from the GPAC meeting held on September 20. The GPAC meeting focused on traffic circulation, and a majority of people would like to see the city be more bicycle and pedestrian friendly. Commissioner Leon encouraged commissioners to visit the GPAC website and provide input.

- X. Commissioners Round Table** – Commissioner Truong announced that Milpitas is having its first Moon Festival on Saturday, October 7, at Robert Randal Elementary School.

Commissioners Truong, Rosario, Batilo, and Kathapurkar formed a Milpitas sign subcommittee. Commissioner Truong believes wayfinding signs are important for residents and visitors and the subcommittee envisions a 50 foot sign over Calaveras. The subcommittee will need to discuss the location with the city's planning department and research materials and costs and wishes to discuss this item with the full commission and receive feedback and ideas before presenting to city council. This item will be agendized for the next meeting.

Review Subcommittee Member Assignments and Update as Needed

Budget	Leon, Lee, Gandhi, Kathapurkar (A)
Make a Difference Day:	Batilo, Mohsin, Lee, Sharma (A)
Milpitas Sign	Truong, Rosario, Batilo, Kathapurkar (A)
National Night Out:	Mohsin, Manassau, Truong, Chen (A)
NBO Awards:	Chen, Manassau, Rosario, Leon (A)
Spring Cleanup Day:	Sharma, Manassau, Batilo, Lee (A)
Town Hall Meeting:	Gandhi, Leon, Sharma, Truong (A)
Tree Planting:	Kathapurkar, Bilbao, Rosario, Mohsin (A)

- XI. Adjournment** – The meeting was adjourned at 8:25 PM to the next meeting of November 1, 2017.